

DOCKET FILE COPY ORIGINAL
Before the
FEDERAL COMMUNICATIONS COMMISSION
Washington, D.C. 20554

ORIGINAL

In the Matter of)

Amendment of Section 73.202(b))

Table of Allotments)

FM Broadcast Stations)

(Glasgow and Bowling Green, Kentucky))

MB Docket No. _____

RM-_____

RECEIVED - FCC

To: Assistant Chief, Audio Division
Media Bureau

AUG 20 2003

Federal Communication Commission
Bureau / Office

PETITION FOR RULE MAKING

Heritage Communications, Inc. ("Petitioner"), licensee of FM Station WGGC, Glasgow, Kentucky, by its counsel, hereby petitions the Commission for amendment of the Commission's Table of FM Allotments (Section 73.202(b) of the Commission's Rules) to delete Channel 236C0 at Glasgow, Kentucky, allot Channel 236C0 at Bowling Green, Kentucky and modify Petitioner's license accordingly. Grant of this petition will provide a more equitable distribution of FM stations between the communities of Bowling Green and Glasgow and allow Petitioner to provide a first competitive local nighttime commercial service to the community of Bowling Green. In support hereof, Petitioner states as follows:

1. Petitioner's proposal is filed pursuant to Section 1.420(i) of the Commission's Rules, which permits the modification of a station's authorization to specify a new community of license without offering interested parties an opportunity to file competing expressions of interest. See *Amendment of the Commission's Rules Regarding Modification of FM and TV Authorizations to Specify a New Community of License*, 4 FCC Rcd 4870 (1989), *recon. granted in part* 5 FCC Rcd 7094 (1990). That rule requires that the petitioner demonstrate (i) that the proposed use of the channel is mutually exclusive with its current use, (ii) that the former community will retain local service; and (iii) that the proposal will present a preferential arrangement of allotments. These requirements are met here.

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2. The Petitioner does not propose relocating the transmitter site of WGGC-FM. Therefore, the requirement of mutual exclusivity is met. Glasgow will continue to retain local service from five stations: WGVB(FM), Channel 231A; WOVO(FM), Channel 287C3; WSGP(FM), Channel 202C3; WCDS(AM), 1440 kHz; and WCLU(AM), 1490 kHz.

3. Allotting Channel 236C to Bowling Green (2000 population 49,296) instead of Glasgow (2000 population 13,019) will result in a preferential arrangement of allotments. Since this proposal would not serve any white or gray area or establish a first local aural service, it must be considered under Priority 4 (other public interest matters) of the FM allotment priorities established in *Revision of FM Assignment Policies and Procedures*, 90 FCC 2d 88 (1982). Priority 4 provides considerable flexibility for the consideration of a variety of factors, including the number of aural services received in the proposed service area, the number of local services, the relative size of the communities and their growth rate. *Faribault, Blooming Prairie, Northfield and New Prague, Minnesota*, 7 FCC Red 3937 (1992).

4. As a general rule, the Commission will approve a reallocation under Priority 4 if the larger community has less local services and the reallocation will equalize the distribution of local service among the two communities. For example, in *Faribault, supra*, the FCC allotted Channel 298C2 to Faribault, Minnesota, instead of allotting that same channel to Northfield, Minnesota. The allotment provided a third local service to Faribault, with a significantly larger population (16,241) instead of a second local service to Northfield (12,562) (1990 figures).

5. Similarly, in *Hallie and Ladysmith, Wisconsin*, 10 FCC Rcd 9257 (1995) the Commission concluded that the public interest was best served by providing a second local transmission service to Hallie instead of retaining a third local service at Ladysmith, since the population of Hallie was 4,531 compared to Ladysmith's population of 3,938 (1990 figures).

6. On the other hand, when the Commission does not grant a reallocation to the larger community, it is because the community losing service would be left comparatively

underserved. Thus, in *Royston and Commerce, Georgia*, 15 FCC Rcd 5676 (2000), although Commerce had a substantially larger population (4,108 compared to Royston's 2,758 according to the 1990 U.S. Census) the move would have removed Royston's only local night-time and first competitive local service. Similarly, in *Metropolis, Illinois and Paducah, Kentucky*, 15 FCC Rcd 11714 (2000), although Paducah had the larger population (27,256 compared to Metropolis' 6,734), this difference could not justify giving Paducah its sixth local service while leaving only a single FM and AM service in Metropolis. The Commission reached the same result in *Sumter, Orangeburg, and Columbia, South Carolina*, 11 FCC Rcd 6376 (1996).

7. The present proposal would tend to equalize the services between Bowling Green and Glasgow. Bowling Green (2000 pop. 49,296), has more than three times the population of Glasgow (2000 pop. 13,019). Moreover, Bowling Green is growing faster than Glasgow – Bowling Green's 2000 population increased by 17.6 percent from its 1990 population, while Glasgow's population increased only 5.1 percent. Yet Bowling Green and Glasgow both have six local services¹. Indeed, Bowling Green recently lost its only local competitive commercial nighttime service when WBVR-FM relocated to Auburn, Kentucky. *See Bowling Green, Kentucky, et. al.*, 16 FCC Rcd 4908 (2001). The proposal will restore the only competitive commercial nighttime service in Bowling Green and replace the local service recently lost by Bowling Green. Glasgow will retain five local services. Accordingly, the reasons that prevented reallocations to larger communities in *Metropolis, Orangeburg*, and *Royston, supra* – i.e., concentration of service in the larger community and deprivation of the smaller community of adequate local service – are not present here.

8. Bowling Green is clearly deserving of a second commercial FM service and a fourth commercial service. As discussed above, Bowling Green has a 2000 U.S. Census

¹ The following commercial radio stations are licensed to Bowling Green: WBGN(AM), 1340 kHz; WKCT(AM), 930 kHz; and WDNS-FM, Channel 227C3. In addition, non-commercial educational FM stations WKCT, Channel 214C3, WKYU-FM, Channel 205C1; and WWHR, Channel 219A are also licensed to Bowling Green.

population of 49,296. It is located in Warren County. The city sponsors its own website, www.bgky.org. The city government produces local programming for a cable access channel it shares with the Warren County government. The Park City Daily News is published in Bowling Green every day, including Sunday, and maintains a website at www.bgdailynews.com. The City of Bowling Green, the Bowling Green Area Convention and Visitors Bureau and the Warren County School System jointly produce the annual "Images of Bowling Green Magazine" (www.bowlinggreenmag.com) which provides an almanac of Bowling Green history and present status.

9. Bowling Green is governed by a Mayor and four city commissioners. The city has its own fire department, comprised of four stations and 100 employees, including 90 sworn fire personnel. Bowling Green's police department consists of 90 sworn officers and 28 civilian employees.² In addition to fire and police protection, the city also has a 48 person Public Works Department to maintain the city's streets and storm drains. Water and electricity are provided to residents by the city. The city also provides public transportation in the form of city-owned buses that operate routes throughout the city seven days a week. The 211 bed Greenview Regional Hospital and The Medical Center, which is a 535 bed hospital facility, are both located in Bowling Green.

10. The Bowling Green Independent School District operates a high school, a junior high school, several elementary schools, three special education and three vocational-technical schools, serving almost 17,000 students. It is also the home of Bowling Green Technical College, Draughton's Junior College and Western Kentucky University, a nationally known Division I University with enrollment of over 14,500 students.

11. Bowling Green is home to the following museums: National Corvette Museum, Barren River Imaginative Museum of Science, Riverview at Hobson Grove, and the Kentucky

² See Exhibit 1, from www.bgky.org.

Museum and library. The Phoenix Theatre and the Capitol Arts Center are performing arts facilities located in Bowling Green. There are more than 150 houses of worship in Bowling Green, representing over 30 different religious preferences. Bowling Green also has its own public library.

12. The Bowling Green Chamber of Commerce dates back to 1935. Of more than 6,000 chambers in the U.S., it is one of only 496 to be accredited, and it has been re-accredited every five years since its initial accreditation in 1973. The Chamber currently boasts over 2,500 members representing 1,500 businesses and individuals. The Bowling Green-Warren County Convention Center is also located in Bowling Green.

13. Among the major employers located within Bowling Green are The Medical Center, the Warren County Board of Education/Bowling Green School District, Sumitomo Electric Wiring, Western Kentucky University, the General Motors Corvette Assembly plant, Holley Performance Products, DESA International and Greenview Regional Hospital.

14. On the other hand, Glasgow has a 2000 U.S. Census population of 13,019, less than one-third the population of Bowling Green, and only 668 more than its 1990 population of 12,351. Glasgow has two local AM and four local FM stations (one of which is noncommercial education), and would therefore be left with five local services should Channel 236C be reallocated to Bowling Green. In comparing the two communities, Bowling Green with three times as many residents should have at least one more local service than Glasgow.

15. The attached channel study for Channel 236C0 indicates that there is currently one short spacing which was caused by Station WRTT-FM, licensed to Huntsville, Alabama. See Exhibit A. That station is licensed as a Section 73.215 facility. See Exhibit B. Where the short spacing is not created by the station seeking to change its community of license, the Commission permits the change. See, e.g., Auburn, Alabama, et al. at paragraph 34, DA 03-1124 released 5/20/03; Kankakee and Park Forest, Illinois, 16 FCC Rcd 6788 (MM Bureau

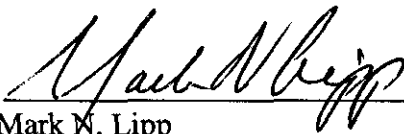
2001). In this case, Station WGGC did not cause the short spacing and therefore, it qualifies for a change in community of license.

WHEREFORE, Heritage Communications, Inc., respectfully requests that the Commission issue a NPRM proposing to reallocate Channel 236C0 from Glasgow, Kentucky to Bowling Green, Kentucky, and modify the license of WGGC-FM accordingly.

Respectfully submitted,

HERITAGE COMMUNICATIONS, INC.

By:



Mark N. Lipp
J. Thomas Nolan
Vinson & Elkins L.L.P.
1455 Pennsylvania Ave.
Washington, D.C. 20004-1008
(202) 639-6500

Its Counsel

August 20, 2003

251914_1.DOC

WGGC Glasgow KY
Licensed Facility Channel Spacing Study

REFERENCE

36 54 43 N

86 11 21 W

CLASS = C0

Current Spacings

Channel 236 - 95.1 MHz

DISPLAY DATES

DATA 08-16-03

SEARCH 08-19-03

Call	Channel	Location	Dist	Azi	FCC	Margin
WGGC	LIC 236C0	Glasgow	KY 0.00	0.0	270.0	-270.00
WRTTFM	LIC-Z 236C2	Huntsville	AL 238.05	189.9	239.0	-0.95
RADD	ADD 236A	Annville	KY 214.53	76.4	215.0	-0.47
WSM-FM	LIC 238C	Nashville	TN 104.84	215.4	105.0	-0.16
WYNG	LIC 235B	Mount Carmel	IL 217.16	320.1	214.0	3.16
WGSQ	LIC 234C	Cookeville	TN 111.54	137.1	105.0	6.54
WCDZ.C	CP -N 236C3	Dresden	TN 233.16	252.7	226.0	7.16
WMSKFM	CP -N 237C3	Morganfield	KY 175.46	299.1	163.0	12.46
WCDZ	LIC 236A	Dresden	TN 233.16	252.7	215.0	18.16
WMSKFM	LIC 237A	Morganfield	KY 175.46	299.1	152.0	23.46
WBIO	LIC 234A	Philpot	KY 112.47	321.2	86.0	26.47
WUMEFM	LIC 237A	Paoli	IN 182.52	352.1	152.0	30.52
WVRB	LIC-Z 237A	Wilmore	KY 186.31	50.7	152.0	34.31
WUEZ	LIC 236B1	Cartersville	IL 286.52	289.4	248.0	38.52
WVNI	LIC-N 236A	Nashville	IN 257.95	356.4	215.0	42.95
WQMF	LIC 239B	Jeffersonville	IN 137.90	9.3	89.0	48.90

United States of America
FEDERAL COMMUNICATIONS COMMISSION
FM BROADCAST STATION CONSTRUCTION PERMIT

Authorizing Official:

Official Mailing Address:

BCA RADIO, LLC
126 W. INTERNATIONAL SPEEDWAY BOULEVARD
DAYTONA BEACH FL 32114

Arthur E. Doak
Senior Engineer
Audio Division
Media Bureau

Facility ID: 71462

Grant Date: March 16, 2000

Call Sign: WRTT-FM

This permit expires 3:00 a.m.
local time, 36 months after the
grant date specified above.

Permit File Number: BPH-19991230ABC

Subject to the provisions of the Communications Act of 1934, as amended, subsequent acts and treaties, and all regulations heretofore or hereafter made by this Commission, and further subject to the conditions set forth in this permit, the permittee is hereby authorized to construct the radio transmitting apparatus herein described. Installation and adjustment of equipment not specifically set forth herein shall be in accordance with representations contained in the permittee's application for construction permit except for such modifications as are presently permitted, without application, by the Commission's Rules.

Commission rules which became effective on February 16, 1999, have a bearing on this construction permit. See Report & Order, Streamlining of Mass Media Applications, MM Docket No. 98-43, 13 FCC RCD 23056, Para. 77-90 (November 25, 1998); 63 Fed. Reg. 70039 (December 18, 1998). Pursuant to these rules, this construction permit will be subject to automatic forfeiture unless construction is complete and an application for license to cover is filed prior to expiration. See Section 73.3598.

Equipment and program tests shall be conducted only pursuant to Sections 73.1610 and 73.1620 of the Commission's Rules.

Name of Permittee: BCA RADIO, LLC

Station Location: AL-HUNTSVILLE

Frequency (MHz): 95.1

Channel: 236

Class: C2

Hours of Operation: Unlimited

Transmitter: Type Accepted. See Sections 73.1660, 73.1665 and 73.1670 of the Commission's Rules.

Transmitter output power: As required to achieve authorized ERP.

Antenna type: Directional

Antenna Coordinates: North Latitude: 34 deg 47 min 53 sec
West Longitude: 86 deg 38 min 24 sec

	Horizontally Polarized Antenna	Vertically Polarized Antenna
Effective radiated power in the Horizontal Plane (kW):	12.0	12.0
Height of radiation center above ground (Meters):	159	159
Height of radiation center above mean sea level (Meters):	519	519
Height of radiation center above average terrain (Meters):	277	277

Antenna structure registration number: 1037694

Overall height of antenna structure above ground (including obstruction lighting if any) see the registration for this antenna structure.

Special operating conditions or restrictions:

- 1 ***** This is a Section 73.215 contour protection grant *****
***** as requested by this applicant *****
- 2 The permittee/licensee in coordination with other users of the site must reduce power or cease operation as necessary to protect persons having access to the site, tower or antenna from radiofrequency electromagnetic fields in excess of FCC guidelines.
- 3 BEFORE PROGRAM TESTS ARE AUTHORIZED, permittee shall submit the results of a complete proof-of-performance to establish the horizontal plane radiation patterns for both the horizontally and vertically polarized radiation components. This proof-of-performance may be accomplished using the complete full size antenna, or individual bays therefrom, mounted on a supporting structure of identical dimensions and configuration as the proposed structure, including all braces, ladders, conduits, coaxial lines, and other appurtenances; or using a carefully manufactured scale model of the entire antenna, or individual bays therefrom, mounted on an equally scaled model of the proposed supporting structure, including all appurtenances. Engineering exhibits should include a description of the antenna testing facilities and equipment employed, including appropriate photographs or sketches and a description of the testing procedures, including scale factor, measurements frequency, and equipment calibration.

Special operating conditions or restrictions:

- 4 BEFORE PROGRAM TESTS ARE AUTHORIZED, permittee shall submit an affidavit from a licensed surveyor to establish that the directional antenna has been oriented at the proper azimuth.
- 5 BEFORE PROGRAM TESTS ARE AUTHORIZED, permittee/licensee shall submit an affidavit that the installation of the directional antenna system was overseen by a qualified engineer. This affidavit shall include a certification by the engineer that the antenna was installed pursuant to the manufacturer's instructions and list the qualifications of the certifying engineer.
- 6 The relative field strength of neither the measured horizontally nor vertically polarized radiation component shall exceed at any azimuth the value indicated on the composite radiation pattern authorized by this construction permit.

A relative field strength of 1.0 on the composite radiation pattern herein authorized corresponds to the following effective radiated power:

12 kilowatts

Principal minimum and its associated field strength limit:

10 degrees True: 4.177 kilowatts

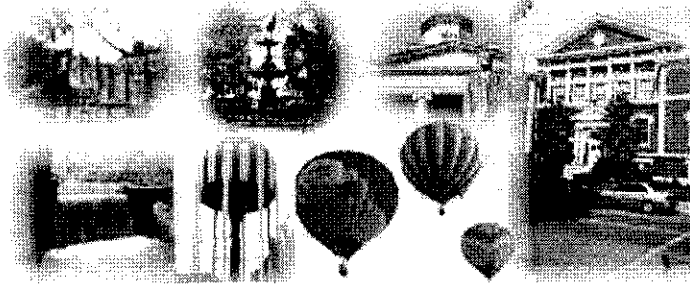
*** END OF AUTHORIZATION ***

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the Citizen Request Form, fill it out, and
it will be sent to the Citizens Assistance Office.**

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To report a City Code violation contact: Code Enforcement Coordinator 393-3664
Citizen's Assistance Office 393-3641 or 393-3656



Web site questions or problems can be emailed to Webmaster@bgky.org
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City of Bowling Green 1001 College Street
Bowling Green, KY 42102-0430 Phone (270) 393-3000

Created by Larry Duncan, Jr. Internet Specialist

Inside City Government



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**Serving Bowling Green's Citizens with Pride and
Excitement as we move forward in the 21st
century.**

Employee Vision and Mission Statement

- | | |
|---|---|
| <ul style="list-style-type: none"> ■ Bowling Green City Commission ■ Citizen Information & Assistance ■ City Organizational Chart ■ Fire Department ■ Government Access Cable Channel ■ Human Resources & Risk Management ■ Office Of The City Manager ■ Police Department ■ Requests For Bids | <ul style="list-style-type: none"> ■ Boards and Commissions ■ City Commission Agenda & Minutes ■ Finance & Information Systems ■ Forms Available In Acrobat Format ■ Housing & Community Development ■ Job Opportunities ■ Parks & Recreation ■ Public Works ■ Sister Cities Program |
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City Commission

The government for the City of Bowling Green is comprised of a City Manager--to oversee and manage the day-to-day functions and operations of the City--and a Board of Commissioners--to serve as the legislative arm of the City. Made up of four Commissioners (who serve two-year terms) and a Mayor (who serves a four-year term), the Board of Commissioners make public policy and focus the direction for the City as Bowling Green heads into the twenty-first century.

Mayor Sandy Jones

Commissioner Jim Bullington

Commissioner Joe Denning

Commissioner Dan Hall

Commissioner Alan Palmer

MISSION STATEMENT

The City of Bowling Green is committed to strengthening our vibrant community by focusing on quality of life, service delivery, fiscal responsibility, public safety, neighborhood revitalization, visionary leadership, and economic development."

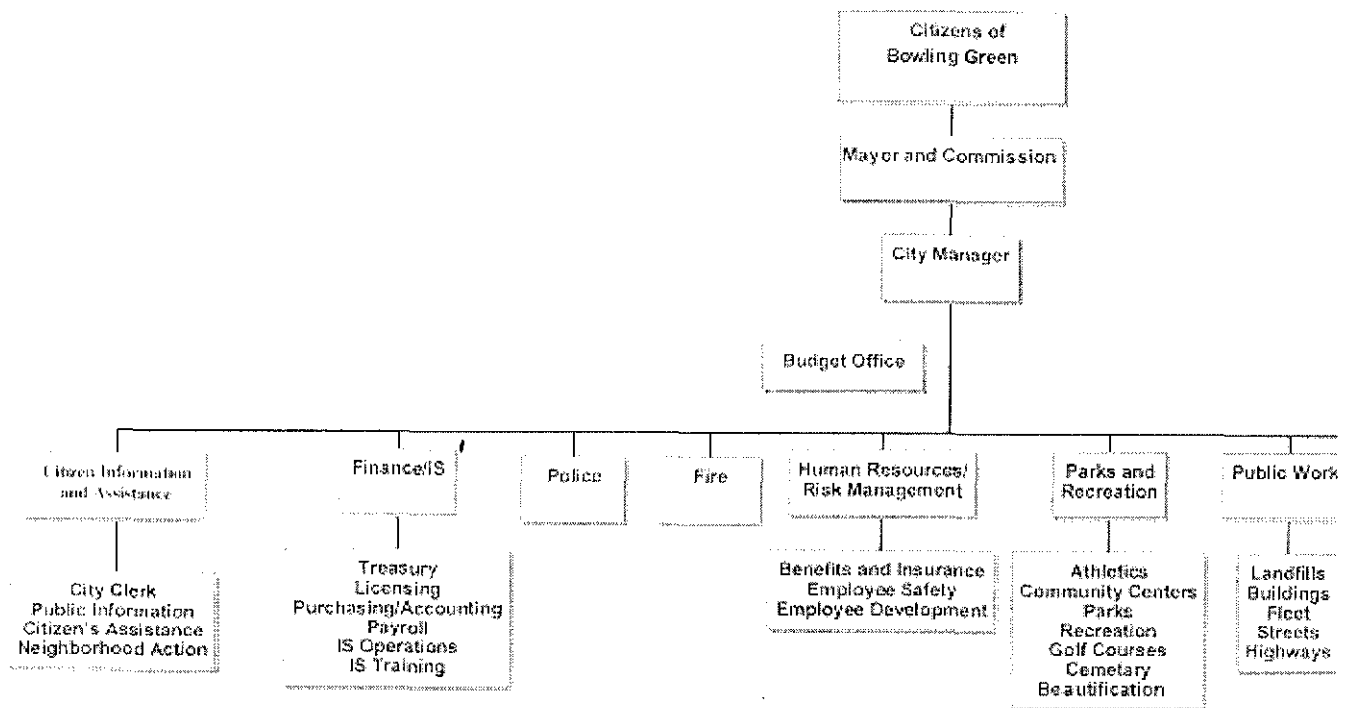
Commission meetings are held on the first and third Tuesdays of each month at 7:00 p.m. in the Commission Chambers, 1001 College Street.
For further information, call (270) 393-3000.

City Commission Contact List (All phone numbers are in area code 270)

Sandy Jones	Mayor	846-4513	jones11@bgky.org
Jim Bullington	Commissioner		jrbullington@realtor.com
Joe Denning	Commissioner	782-1048	
Dan Hall	Commissioner	842-7234	halld11@bgky.org
Alan Palmer	Commissioner		palma11@bgky.org

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City Organizational Chart

[Home](#)[Up](#)[\[Home \]](#) [\[Up \]](#)

Bowling Green Fire Department

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701 East 7th Street
Bowling Green, KY 42101
Fire Chief Gerry Brown
(270) 393-3702

The Bowling Green Fire Department is a fully paid department that is broken down into five different divisions with a total of 100 employees. The divisions are administration, suppression, prevention/inspection, training and maintenance.

Bowling Green Fire Department Mission Statement

Fire Department Priority Goals 2001 - 2002

Quality Service Indicators (QSI's)

The administration division handles all personnel matters and records, payroll, purchase requisitions, and budget requests for the entire department.

The suppression division of the department has 90 sworn fire personnel staffing four stations and they work a schedule of 24 hours on/48 hours off. These people respond to structure fires, auto accidents, hazardous materials, confined space, and any other type of emergency situation. They are constantly trained in every aspect of their job.

The prevention/inspection division conducts and coordinates all fire code inspections that are done in the city. They also conduct all fire safety classes to children or adults and conduct fire extinguisher training classes. This division is also responsible for all fire investigations, employing a full-time investigator.

The training division supervises and coordinates all training done by the departmental personnel. Sworn personnel are required to maintain a minimum of 100 hours of training per year.

The maintenance division performs all maintenance on every fire department vehicle. They also maintain records of that maintenance.

The Human Resources Department administers an annual recruitment, application, testing and selection process for the position of firefighter. A register in which potential applicants can have their name and address placed is maintained throughout the year. They will then be notified when the next application process is to begin. To add your name to this list for a firefighter position, please fill out this [form](#) as completely as possible.

(270) 393-3702 - Fire Department
(270) 745-9088 - Training Facility
(270) 843-5687 - fax

If you would like more information or have any questions regarding the City's Fire Department,
you may also contact us by email at [**browgh22@bgky.org**](mailto:browgh22@bgky.org)

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Bowling Green Police Department

911 Kentucky St., 42101, (270) 393-4244

Chief Gary Raymer



The Bowling Green Police Department has a sworn force of 90 officers. The officers are assigned to various divisions: Patrol, Investigations, Administration, Crime Prevention, Media Relations, DARE program, Crime Analysis or Drug Enforcement. An additional 28 civilian employees work in support divisions.

On February 3, 1997, the department was relocated to a new building that has been constructed for the exclusive use of the Police Department. The department has also implemented a take home fleet policy for officers within the city limits.

In December 1997 the Department began using a 800 MHz trunking radio system. This system will allow all area emergency services to better communicate with each other.

Officer graduates from the
Criminal Justice Executive Development Program

Shane West represents the Bowling Green Police
Department as a recipient of the Buckle Up Kentucky
Award

Bowling Green Police received the Governor's Award,
First Place for most DUI arrests for the departments of 51
to 150 officers.

Captain Dale Blair and Captain Charles Hunter graduated
from the 104th Administrative Officer Course at the
Southern Police Institute

Mission and Value Statements

KACP 2001 Conference

Bowling Green Police use new technology to help
communicate important information

Administration Section
Investigations Section
Police Explorer Post
Neighborhood Watch Program

Traffic & Patrol Section
Support Services Division
Career Opportunities
Quality Service Indicators

KSP Sex/Criminal Offender Registry

Missing Children in Kentucky

Government Access Cable Channel

The Government Access Cable Channel 3 provides a look at City Government in Bowling Green. Live coverage and replays of the City Commission and Planning Commission meetings are shown on this channel, along with announcements and events related to city government. This channel is shared on an alternating basis with Warren County Government.

Also shown on the Government Access Channel is *Spotlight on Bowling Green*, a 10 to 15 minute program which provides information on city government projects and programs.

The program times for *Spotlight on Bowling Green* are:

- Mondays, Wednesdays, and Fridays: 8:30 a.m., 1:00 p.m., 5:00 p.m., and 10:30 p.m.
- Tuesdays and Thursdays: 10:00 a.m., 3:00 p.m., 6:30 p.m. and 10:30 p.m.
- Weekends:
 - Saturdays: Beginning at 6:00 a.m. and shown every even hour
 - Sundays: Beginning at 7:00 a.m. and shown every odd hour

**The current Spotlight program is
"The Local Emergency Planning Committee"**

If you would like more information on the Government Access Cable Channel, you can contact us at dunc113@bgky.org

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Public Works Department

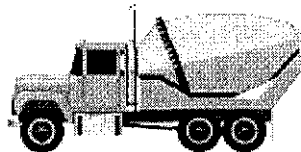
Welcome! Thanks for visiting! Please bookmark this site and visit often.
E-mail us with any comments or click here for citizens inquiries.

The Bowling Green (Ky.) Public Works Department is a 48 person organization dedicated to maintaining the 217 miles of city streets, 23 miles of storm sewers, 400+ storm water injection wells and sinkholes, 80 miles of sidewalk, 31 traffic signals, and 183 city vehicles and major pieces of equipment.

[Street Cut Information](#)

[Street and Pothole FAQ](#)

[Home Improvement and Repairs - Selecting a Contractor](#)



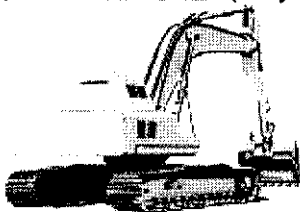
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Divisions:

- [Planning and Design](#) (Professional engineering services, geographic information systems, pavement management)
- [Field Engineering](#) (Professional land surveying services, street cut permits, construction inspection and management, traffic counts, drainage and other complaints)
- [Operations Division](#) (Alley and right of way maintenance, loose leaf pickup, street sweeping, snow removal, road maintenance, sidewalks and curb repairs, traffic control, community services)
- [Special Projects](#) (Dishman Lane/Cave Mill Road Project, 800 MHz radio communications system, Policy and Procedures Manual, long range facilities and infrastructure planning)
- [Support Services](#) (Facilities management, personnel, office support functions, records)
- [Service Center](#) (City fleet management, vehicle and equipment maintenance)



Public Works Department Employee Contact List
(All phone number are in area code 270)

Anthony Armer	Building Maintenance Mechanic	393-3228	arnea31@bgky.org
Bill Barker	City Surveyor	393-3681	barkb31@bgky.org
Emmett Barnett	Laborer	393-3363	barne33@bgky.org
Kyle Bearden	GIS/GPS Specialist	393-3225	beark31@bgky.org
Gary Bobbett	Service Center Manager	393-3201	bobbg34@bgky.org
Gregory Bolling	Laborer	393-3363	bollg33@bgky.org
Brent Brawner	Traffic Control Tech	393-3363	brawb33@bgky.org
Shawn Cary	Heavy Equip. Operator	393-3363	carrs33@bgky.org
Dan Chaney	Engineering Technician	393-3227	chand31@bgky.org
Gary Cockriel	Parts Specialist	393-3506	cockg34@bgky.org
James Craft	Master Cement Mason	393-3363	crafj33@bgky.org
Randy Cropper	Lead Traffic Control Technician	393-3363	cropr33@bgky.org
Dean Duff	Traffic Control Supervisor	393-3203	duffd33@bgky.org
Gary Duff	Street Maintenance Supervisor	393-3204	duffg33@bgky.org
Jackie Edwards	Support Services Manager	393-3631	edwaj31@bgky.org
Rob Evans	Senior Engineering Technician	393-3229	evanr31@bgky.org
Randall Farris	Assistant Director for Special Projects	393-3224	farr31@bgky.org
Bobby Forrester	Laborer	393-3363	forrb33@bgky.org
Gary Hardin	Concrete Crew Supervisor	393-3205	hardg33@bgky.org
Patrick Henderson	Laborer	393-3363	
James Hillard	Laborer	393-3363	
Ryan Johnson	Laborer	393-3363	
James Jones	Cement Mason	393-3363	jonej33@bgky.org
Danny King	Heavy Equipment Operator	393-3363	kingd33@bgky.org
Kevin Kirby	Laborer	393-3363	
Glenn Lamastus	Lead Cement Mason	393-3363	lamag33@bgky.org
Jeff Lashlee	Assistant City Engineer	393-3657	lashj31@bgky.org
David Lee	Medium Equipment Operator	393-3363	leed33@bgky.org
Leonard Lee	Lead Equipment Operator	393-3290	leel33@bgky.org
Patsy Lee	Senior Office Associate	393-3505	leep33@bgky.org
Kelly Livingston	Laborer	393-3363	livik33@bgky.org
Bobby Manning	Medium Equipment Operator	393-3363	mannb33@bgky.org
Greg Payne	Lead Equipment Operator	393-3363	payng33@bgky.org
Bobby Phelps	Operations Division Manager	393-3202	phelb33@bgky.org
Michael Pillow	Heavy Equipment Operator	393-3363	pillm33@bgky.org
Benjamin Thomas	Laborer	393-3363	
Laura Thomas	Office Associate	393-3589	thoml31@bgky.org
Tony Thompson	Lead Mechanic	393-3506	thomt34@bgky.org
Tigrace Tooley	Office Associate	393-3628	toolt31@bgky.org
Jessie Tomes	Cement Mason	393-3363	tomej33@bgky.org
Jeff Walden	Laborer	393-3363	waldj33@bgky.org
Joe Webb	Street Inspector	393-3677	webbj31@bgky.org
Joshua White	Laborer	393-3363	whitj33@bgky.org
Shawn Whitlow	Traffic Control Technician	393-3363	whits33@bgky.org
Ross Wilson	Lead Equipment Operator	393-3363	wilsr33@bgky.org
Michael Williams	Laborer	393-3363	willm33@bgky.org

Citizen Information and Assistance

The Department of Citizen Information and Assistance includes the Citizen's Assistance Office, City Clerk, Public Information and Neighborhood Action Coordinator

[[Home](#)] [[Welcome](#)] [[Inside City Government](#)]
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[[Historic Bowling Green](#)] [[Area Services](#)]
[[Contact Us](#)] [[Economic Development](#)]
[[Local Events](#)] [[Local Links](#)] [[Search Page](#)]
[[Photo Gallery](#)] [[Guest Book](#)] [[Online News](#)]
[[What's New!](#)]

Mission Statement

To provide a voice and an ear to fellow employees and the public, we commit to functional, collaborative support of City government through our neighborhoods, technology, open and timely communications and accurate dissemination of information.

- Linda Taylor Leigh serves as the Department Head for the Department of Citizen Information and Services. Under her supervision are the Office of City Clerk, Citizen's Assistance, Public Information and Neighborhood Action Coordinator
- Bobbi Jo Rice is the Citizen's Assistance Officer and she functions as the direct link between the citizens of Bowling Green and the various city departments. She is assisted by Betsy Ferguson. Requests for Services are received from citizens and forwarded to the appropriate departments. The goal of this division is to provide the oversight and final disposition of requests from the public. General information on City services is also provided by this office.
- Katie Schaller, the City Clerk, is the official custodian of the City's records. The City Clerk's office is responsible for the preparation, reproduction, publication, codification and preservation of vital, historical and permanent records. This office works with all departments to prepare the agenda for the City Commission meetings. The City Clerk's responsibilities include the following:
 - Attending all meetings of the Board of Commissioners
 - Keeping a true and accurate record of all official acts and those of the Board of Commissioners
 - Keeping and maintaining all official City records not belonging to any other City office.
 - Responsible for the preparation, reproduction, publication, codification and preservation of vital, historical and permanent records
 - Preparing the agenda for the City Commission meetings
- Karen Foley, the Neighborhood Action Coordinator (NAC), serves as a liaison between Bowling Green neighborhood groups and City departments, advocating for citizens as they work with the City. She assists neighborhood organizations in their formation, planning and activities.

The Public Information Division covers the various means of communicating the city's information to the public. Live coverage and replays of the City Commission meetings and Planning Commission meetings are shown on the Government Access Channel 3. Spotlight on Bowling Green is a 10 to 15 minute program which provides information on city government projects, programs and people. When programming is not being aired on cable Channel 3, timely information is shown on a continuous message board.

- Larry Duncan, Jr. is the City's Internet Specialist and is part of the Public Information Division. He is responsible for the development and maintenance of the City's Municipal web site and works with representatives from each Department to gather content for the site. He also provides Internet training to city employees. The web site is used to provide information regarding Bowling Green City Government to citizens and visitors.
- Sally Smalling, the Public Information Coordinator, is also a part of the Public Information Division. She coordinates information from the seven departments of government to inform citizens of municipal services, programs, events and activities. Information is communicated to citizens of Bowling Green through the use of advertising, by distributing information to the local news media, and by posting current information on Government Access cable Channel 3.

**Citizen Assistance and Information
Department Employee Contact List**
(All phone numbers are in the 270 area code)

Linda Taylor Leigh	CIA Director	393-3633	leigl13@bgky.org
Larry Duncan, Jr.	Internet Specialist	393-3488	duncl13@bgky.org
Betsy Ferguson	Assistant Citizen's Assistance Coordinator	393-3656	fergb13@bgky.org
Karen Foley	Neighborhood Action Coordinator	393-3674	folek13@bgky.org
Bobbi Jo Rice	Citizen's Assistance Officer	393-3641	riceb13@bgky.org
Katie Schaller	City Clerk	393-3632	schak13@bgky.org
Sally Smalling	Public Information Coordinator	393-3137	smals13@bgky.org

Feel free to email us with questions or comments at duncl13@bgky.org or give us a call at (270) 393-3000

[[Home](#)] [[Welcome](#)] [[Inside City Government](#)] [[Job Opportunities](#)] [[Citizen Request Form](#)]
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 [[Local Events](#)] [[Local Links](#)] [[Search Page](#)] [[Photo Gallery](#)] [[Guest Book](#)] [[Online News](#)]
 [[What's New!](#)]

Office of City Manager

**The Office of City Manager incorporates
the Office of the City Manager and the
Budget Office**

[[Home](#)] [[Welcome](#)] [[Inside City Government](#)]
[[Job Opportunities](#)] [[Citizen Request Form](#)]
[[Historic Bowling Green](#)] [[Area Services](#)]
[[Contact Us](#)] [[Economic Development](#)]
[[Local Events](#)] [[Local Links](#)] [[Search Page](#)]
[[Photo Gallery](#)] [[Guest Book](#)] [[Online News](#)]
[[What's New!](#)]

- The City Manager form of government was established in Bowling Green in 1969 and the current City Manager, Mr. Charles W. Coates, has held the position for over 20 years. Acting as executive agent of the elected officials, the City Manager administers the policies, procedures and directives established by the Board of Commissioners. Oversight and coordination of the daily operations of the City's seven departments and their divisions is the overall responsibility of this position.
- The Budget Office coordinates and manages the City's Fiscal Year budget of more than \$40 million. Jon Roberts, the Management/Budget Analyst, works closely with the City Manager and each department in the preparation of their operating and capital improvements budget. The many responsibilities of this office include the reporting and monitoring of Performance Measurements for quality customer service, the financial management of capital projects and construction of new facilities.
- Becky Welborn serves at the Administrative Assistant for the Office of City Manager. She handles all administrative responsibilities and assists the City Manager and Budget Analyst as needed.

Office of City Manager Employee Contact List (All phone numbers are in the 270 area code)

Charles W. Coates	City Manager	393-3643	coatc13@bgky.org
Jon Roberts	Management/Budget Analyst	393-3682	robej13@bgky.org
Becky Welborn	Administrative Assistant	393-3642	welbr13@bgky.org

Feel free to email us with questions or comments at dunc113@bgky.org or give us a call at (270) 393-3000

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[[Local Events](#)] [[Local Links](#)] [[Search Page](#)] [[Photo Gallery](#)] [[Guest Book](#)] [[Online News](#)]
[[What's New!](#)]